

Nursing Program Regulation in AZ

An Introduction to Nursing
Education Regulation

Arizona State Board of Nursing

Revised 2/2018



Disclaimer

- This presentation is intended to provide a quick summary/synopsis of education AZBN rules, regulations and practices and is for educational purposes only.
- Please see the actual regulations to evaluate compliance.
- This document is not intended for use in any legal proceeding.
- As rules and statutes change frequently, please refer to the Nurse Practice Act and Rules of the Board for current information.



Objectives

- Explain the role of the Education Program Administrator
- Locate regulations governing nursing education in the Arizona Nurse Practice Act
- Identify key components of Nursing Education oversight by the Board Discuss policies affecting nursing programs
- Discuss the role of the Education Committee
- Identify key Board personnel responsible for nursing programs



Statutory Authority A.R.S. §32-1644

- Nurse Practice Act is available [on-line](http://www.azbn.gov)
www.azbn.gov
- ARS 32-1644 covers approval of schools
- Subsection A requires all schools offering nursing programs be accredited by an agency recognized by the US Department of Education
- Subsection B provides for surveys of new programs



32-1644 D

- Subsection D allows the board to resurvey all approved programs and if programs:
 - Fall below standards, issue a “notice of deficiency”—official Board action (similar to “conditional approval” in other states)
 - If deficiencies not remedied the Board may
 - Revoke program’s approval
 - Take other disciplinary action



Rules

- Education rules are found in Article 2 of the [“Rules of the Board”](#) in the Nurse Practice Act
- Key provisions of rules that may be unique to AZ or are complex will be highlighted:
 - Administrative authority
 - Evaluation plan
 - Faculty qualifications
 - Policies
 - Curriculum
 - Program changes



Administrative Authority

- Key provisions
 - All programs must have a nurse administrator who meets qualifications in R4-19-203
 - Nurse administrator:
 - Must answer directly to an academic officer of the institution
 - Must have administrative authority over all aspects of the program including faculty evaluation, budget, and lead faculty in curriculum and policy development
 - Cannot teach more than 45 hours per academic session
 - Must contribute to institutional governance (e.g. formal committee appointment with other administrators)



Change in Administrator

- R4-19-201 (J) requires that institutions notify the Board within 15 days of a change in nursing program administrator
- Must appoint a new administrator within 15 days of a vacancy
- An interim administrator must meet requirements and carry out role functions of R4-19-203 and include restricted teaching



Board Consultant

- Experienced Educator
- Role may include
 - Educating
 - Consulting
 - Surveying
 - Investigating complaints



Educator

- The consultant may
 - Provide education to groups of students, faculty and the community
 - Direct faculty to educational resources



Investigator

- The consultant investigates complaints about program rule violations
- Complaints come from
 - Program
 - Faculty
 - Students
 - Others



Surveyor

- Regular Scheduled Accreditation/Approval Survey
- Complaint Survey
- Interim Survey



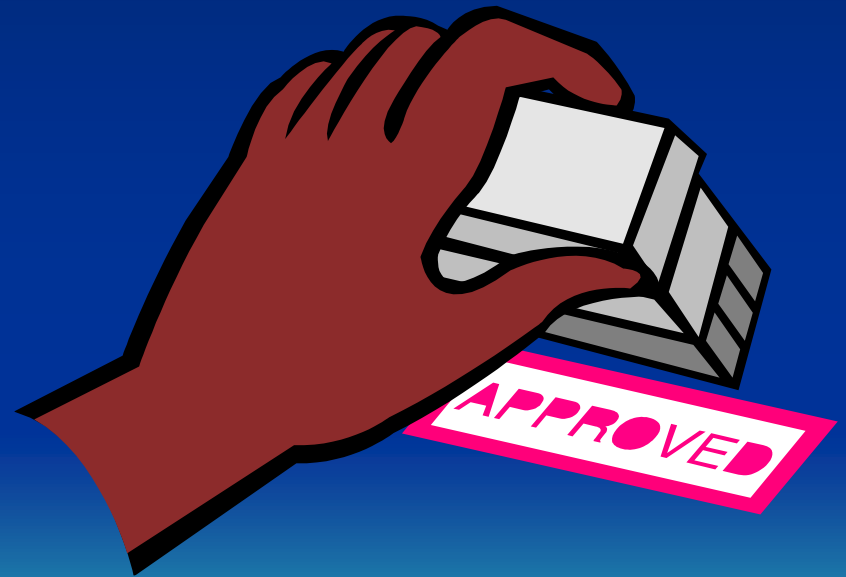
Consult

- Interpret rules and statutes
- Respond to program issues
- Serve as resource—speaking, committees
- Encourage best practice—disseminate articles
- Hold workshops; seminars; write journal column



Regular Survey

- Planned
- May be alone or part of a team
- Uses rules as the criteria to evaluate
- Uses interviews, observations, documents and self study to obtain evidence



Complaint Survey

- Usually one or two consultants
- Address focused issue that may lead to other issues
- Intense
- Looks for evidence to dismiss or substantiate complaint



Interim Survey

- To determine if previous deficiencies are remedied
- May be broad or focused
- Result can be high-stakes
- All new programs after 1 year



Survey Results

- Approval—how long?
- Deficient in some aspect
- Provide interim reports/visits
- Sanctions—Probation
- Revoke approval—Program closure



Evaluation Plan

- Similar to CCNE/NLNAC however Board expects (R4-19-201(I)) programs to:
 - Have measurable evaluative criteria (goals) and sound methodology
 - Actually implement the plan as specified and provide results of evaluation (preferably on the plan)
 - Evaluate 9 general categories including “protection of patient safety”



Faculty

- The Program Administrator must maintain, enforce and evaluate policies for students and faculty participating in clinical practice settings regarding physical and mental ability to provide safe care (R4-19-203 (C)(6)). Policies that would meet this rule include:
 - Pre-employment (enrollment) and for-cause drug screens
 - Pre-employment and for-cause “fitness for duty evaluation”
 - Health/immunization requirements
 - Criminal background checks



Faculty Qualifications—PN

- ONLY applies to free standing PN programs (not AD programs with an optional LPN exit)
- Must have:
 - A license to practice nursing in AZ (AZ nursing license or multi-state privilege)
 - Minimum of a BSN with 2 years RN experience providing direct patient care
 - NO DIFFERENCE IN QUALIFICATIONS OF DIDACTIC OR CLINICAL FACULTY



Faculty Qualifications—RN Programs R4-19-204

- Didactic faculty must have:
 - License or privilege to practice in AZ
 - A graduate degree
 - A majority of the didactic faculty (not counting the nursing program administrator) must hold a graduate degree in nursing
 - Faculty who do not hold a graduate degree in nursing must hold a BSN—partial completion of a master's program does not substitute
 - 2 years RN experience providing direct patient care



A.R.S. §32-1644 (C)

- Subsection C contains a waiver provision for nationally accredited (CCNE/NLNAC) programs, BUT these programs do fall under Board jurisdiction if they fail to maintain standards in Board rule or lose accreditation. The Board monitors this by:
 - Reviewing self study and accompanying national accrediting team on site visit to determine compliance
 - Monitoring NCLEX pass rates
 - Responding to complaints alleging rule violations



Faculty Qualifications

Clinical Faculty

- Same as didactic or
- RN License plus 3 years RN experience
- BSN Degree (must actually hold the degree—not partial completion of master's program)
 - Degree must be in nursing



Policies/information

- Required policy topics
 - Student input
 - Admission, progression, graduation, withdrawal, advanced placement
 - Grievance, rights, responsibilities
 - Ability to practice safely--students and faculty
 - Personnel policies that conform to other faculty or explanation of differences



Public Information

- Accurate, complete and readily available
 - Nature of the program
 - Length of the program
 - Cost of the program (see disclosure of cost policy on Board website)
 - Transferability of credits earned in the program
 - Teaching methods and supporting technology



Policy on Cost Disclosure

The minimum information on costs available to all students and prospective students should include accurate tuition and fees and estimations of variable costs with a caveat that costs are subject to change and additional costs may be incurred. Estimations of variable costs should include the following:

- Tuition and Fees
- Textbooks
- Uniforms/Supplies
- Background check/Fingerprinting
- Drug Screens
- Health/Immunization Requirements
- Transportation
- CPR Training
- Cost of Licensure/NCLEX



Curriculum

- Must have the following elements
 - Overall program goals/objectives
 - Level and/or course objectives
 - Measurable learning outcomes for each class session
 - Course content outline



Curriculum

- Curriculum materials must
 - Reflect the mission and goals of the program
 - Be logically consistent within and between courses
 - Cover scope of practice/competencies for licensure level of program



Clinical

- All PN programs must have patient care clinical in the following
 - Medical surgical
 - Maternity
 - Pediatrics—neonates, infants and children



Clinical

- RN program must provide patient care in the following areas:
 - Medical Surgical
 - Maternity
 - Pediatrics—neonatal, infant, children
 - Psych-mental health
 - Wellness



Clinical

- The Board does NOT prescribe
 - Number of clinical hours
 - % of clinical that can be simulation/virtual
 - The setting of the clinical—primary care settings are OK if meet objectives of the course



Program Changes

- R4-19-209 Changes that must be approved by the Board PRIOR to the change
 - Major changes in overall mission and goals
 - Increasing or decreasing the length (credits) of the program
 - Adding (or deleting) a geographical location
 - Increasing student enrollment by more than 30 students
 - Changing level of education
 - Transferring the nursing program from one institution to another



Program Change

- Application form on website
 - Rationale for the change
 - Differences
 - Time frame
 - Evaluation methods



Board Policies and Papers of Interest

- All of these are available in the Education section of our [website](#)
 - Annual reports from nursing programs
 - Quarterly and annual NCLEX pass rates
 - Employment of Newly Licensed RNs
 - Choosing a Nursing Program
 - Competency Model
 - Comparison of RN and LPN Standards Related to Scope
 - Minimum Pediatric Clinical Competencies



Web Resources

- [Nursing Administrator/Director Program Resources](#)
- [Nursing Program Approval/Accreditation Basics](#)
- [Preparing for a site visit—putting your best foot forward](#)



Resources

Substantive Policies

- Disclosure of Program Costs
- Submission of items to the Education Committee
- Changes in Mission and Goals
- NCLEX Accommodation Policy

Can all be found under the [Education Tab](#)



Education Committee

- Composed of members representing a variety of education programs and geographical regions
- Two 3 year renewable terms with identified Goals and Activities
- No program has a “right” to be represented on the committee
- Meets every other month—open to the public
- Advises the Board on education matters



Questions

We hope this has helped! If you still have
questions:

Call the Education Department
602-771-7856

